

BOARD MEETING AGENDA

November 15, 2016

“We are the trustees of the spirit of the North Chapel”

Ringling Bowl & Check-ins	5:00
Consent Agenda -- review/approve 10/18/16 mtg. minutes	5:15-5:20
Treasurer’s Report/Finances -- review financial status/vote -- Byrne Fdn. Grant announcement	5:20-5:40
Canvass/Fund Raising -- financial update -- assigning calls -- organizing “Think Tank” meeting re: bldg. funds	5:40-6:00
Search Committee -- update -- negotiating team	6:00-6:10
Board Succession -- possible members	6:10-6:20
Quest Article --what’s the focus?	6:20-6:25
Committee Matters (Executive Session) -- M&W	6:25-6:55
Adjourn	7:00

As a member of the North Chapel Board, I agree to:

- Speak my truth
- Listen with patience and an open mind and heart
- Stay focused on our vision and mission
- Articulate North Chapel values and champion initiatives that support them
- Do the work that is ours to do
- Commit to continuous learning and self-assessment
- Ask challenging questions
- Encourage creative tension, among ourselves and in our community
- Take care of myself and of others
- Maintain good will and give the benefit of the doubt
- Be proactive and responsive
- Bring joy and kindness to what we do

NORTH CHAPEL BOARD MEETING MINUTES

October 18, 2016

“We are the trustees of the spirit of the North Chapel”

Present: Susan Inui, Denise Lyons, Anne Macksoud, Ann Wynia, Anne Marinello, Anne Dean, Deb Rice, Chris Bartlett

1. Joint meeting with Canvass Task Force members: Rick Fiske, Patsy Matthews, Mary Hawkins — Susan thanked those who have already spoken during services about the reasons for pledging,

-- prepping for meetings with community members -- next steps recommended by Susan:

- a. Reread the advice compiled by Karen Wolk last year before conducting the conversations with congregants as part of the canvass.
- b. The Pledge Drive goal is less than the total needed for operating costs. (Mary Hawkins' letter stated that 75% of the budget comes from pledges.) Rentals, Sunday offerings and various fundraisers provide the rest.
- c. Candidates for minister will be assessing our financial strength. There is a continuing need to maintain a reserve for capital improvements. Chris pointed out that there are new projects as well as maintenance, such as the Chapel space, the children's space, (to make our spaces serve us better.)
- d. The final point is that these conversations are primarily about listening. This year there is no matching, but we are asking people to at least level fund their pledge, or to consider some increase. Anne Dean pointed out that we could bring up the chart with suggestions for giving based on income. We will develop a list of people for board members to talk with. (Canvass members left at this point.)

2. Consent Agenda

-- 9/20/16 mtg. minutes were reviewed, moved by Anne Mari and seconded by Chris B and *unanimously approved.

3. Treasurer's Report/Finances - Ann reported that she still produces her reports the old way, but is determined to transition to Quickbooks Pro as soon as she trust Quickbooks' figures are accurate. She is still experiencing discrepancies between the two accounting systems.

-- reviewed financial status/vote: Ann updated amounts, and explained the inconsistencies in the new Quickbooks Pro program

-- reviewed projections for 2017 budget -- discussed building project projections

4. Search Committee -- Will update the congregation at an after-church meeting next Sunday.

-- A negotiating team comprised of one from the Search committee and one from the Board, possibly Susan, will be created for the final stage of process with a candidate.

— *Communications: Deb will write a short piece on the first stage of the search process for the next Quest.

5. Staff update— The Board chairs serve as supervisors for Geraldine & Gwen until we have a settled minister. A recent meeting with Geraldine discussed the differences between being a salaried employee vs. an hourly one.

Gwen has reported on her first four weeks. After attending a UUA regional workshop on Lay Pastoral Care, she noted there is a difference between pastoral care and parish care. She and Neil M. who also attended workshop will report back regarding it. A point person for Gwen who

can coordinate help within the church would be useful.

6. Committee Matters

-- November Committee Cafe (Nov. 1) Polly will not be here to make dinner, but there may be some among her helpers who could organize the meal. *Anne Dean will contact Carol Egbert.

7. Post-election "open church" idea was suggested, for people in the area who need a quiet space (in the sanctuary) the day after the election. *Geraldine will be asked to post this on the list-serve.

Meeting adjourned at 7:05

Deborah Rice, Secretary

North Universalist Chapel Society
 October 2016 Financial Report
 Ann Wynia, Treasurer

	SEPT	OCT	YTD	2016 Budget
RECEIPTS				
1 Loose	874.00	1,270.00	10,936.00	13000
2 Pledges	18,674.00	28,343.57	137,951.00	157012
3 Gifts/Donations	35.00	15,060.00	18,701.65	4000
4 Rentals	1,550.00	1,655.00	8,395.00	10000
6 Fund Raising	928.00	465.00	8,310.82	13000
7 Reserve Fund	7,500.00	0.00	7,500.00	7500
8 Balance forward	0.00	0.00	3,657.29	3660
9 TOTAL RECEIPTS	29,561.00	46,793.57	195,451.76	208172
EXPENSES				
10 Electric	231.41	235.22	2,822.57	4000
11 Fuel/Furnace	0.00	651.30	5,014.68	9000
12 Grounds	979.99	140.00	3,789.24	5000
13 Insurance	0.00	-669.00	4,124.50	5036
14 Janitorial	55.70	235.79	1,559.24	2500
15 Maintenance	0.00	2,596.05	4,061.85	5000
16 Water/Sewer	0.00	0.00	794.19	1000
17 TOTAL CHURCH	1,267.10	3,189.36	22,166.27	31536
18 Electric	0.00	0.00	0.00	0
19 Furnace	0.00	0.00	0.00	200
20 Maintenance	0.00	0.00	0.00	1000
21 Water/Sewer	0.00	0.00	0.00	0
22 TOTAL PARSONAGE	0.00	0.00	0.00	1200
23 Administrative Ass't	3,200.00	3,200.00	21,973.20	21500
24 Office Supplies	45.54	146.37	2,231.17	2500
25 Postage/Printing	0.00	47.00	286.22	150
26 Telephone	91.90	94.17	916.71	1500
27 Website Host/Upkeep	0.00	0.00	570.75	700
28 Copier Lease	213.19	680.76	3,366.14	3500
29 UUA Fair Share	500.00	0.00	5,060.00	8640
30 NNED Dues	0.00	0.00	2,964.00	2584
31 Minister Search Commit	0.00	0.00	0.00	2000
32 QB payroll fee	4.24	4.24	592.95	750
33 Vanco	27.92	33.45	313.59	350
34 TOTAL ADMINISTRAT	4,082.79	4,205.99	38,274.73	44174
35 FICA	425.53	398.00	5,969.19	6565
36 Medical Ins.	0.00	0.00	1,294.56	1650
37 Pension	0.00	0.00	3,560.00	3560
38 Workers' Comp	0.00	0.00	1,857.00	2095
39 TOTAL BENEFITS	425.53	398.00	12,680.75	13870
39a Pastoral Care GG	960.00	960.00	1,920.00	0
40 Salary	0.00	0.00	17,190.00	17190
41 Housing Allowance	0.00	0.00	18,700.00	18700
42 TOTAL MINISTER	960.00	960.00	37,810.00	35890

North Universalist Chapel Society
 October 2016 Financial Report
 Ann Wynia, Treasurer

	SEPT	OCT	YTD	Budget
43 Substitutes	150.00	150.00	1,400.00	3500
44 Supplies	0.00	0.00	1,840.00	1500
45 Advertising	0.00	0.00	54.25	150
46 TOTAL WORSHIP	150.00	150.00	3,294.25	5150
47 Organist/Choir Direct.	1,402.50	1,402.50	14,022.51	16830
48 Special Services	0.00	0.00	400.00	800
49 Supplies	0.00	0.00	516.22	500
50 TOTAL MUSIC	1,402.50	1,402.50	14,938.73	18130
51 Coffee	0.00	47.50	287.00	300
52 Resource Comm	0.00	94.00	94.00	300
53 Leadership Developmer	0.00	0.00	603.51	1000
54 Outreach	0.00	48.65	48.65	200
55 Quest	150.00	0.00	673.77	2000
56 TOTAL MEMBERSHIP	150.00	48.65	1,325.93	3200
57 Staff	900.00	500.00	5,300.00	8200
58 Coordinator	0.00	0.00	375.00	750
59 Supplies	0.00	20.00	93.01	700
60 Child Care	160.00	160.00	1,568.00	2100
61 Artistree rent	0.00	88.00	264.00	440
62 Recognition	0.00	0.00	900.00	1000
63 TOTAL R.E.	1,060.00	768.00	8,500.01	13190
64 TOTAL EXPENSES	9,497.92	11,264.00	139,371.67	166,940

North Universalist Chapel Society

October 2016 Financial Report

Ann Wynia, Treasurer

SEPT OCT

PEOPLES' UNITED ACCT # 640322721

65 Beginning balance	590.95	20,654.03
66 Receipts	29,561.00	46,793.57
67 Expenses	9,497.92	11,264.00
68 Ending balance for operating budget	20,654.03	56,183.60

RESTRICTED FUNDS

69 Withholdings	0.00	0.00
70 Minister's Fund	1224.34	1174.34
71 Organ Preservation	597.93	597.93
72 NYE/Cranna	2700.09	2700.09
73 Sabbatical Savings	593.33	593.33
75 Pizza Oven	850.93	850.93
76 VT/Quebec Grant	1827.60	1827.60
77 RE Donation	0.00	0.00
78 Classical concert donatic	500.00	350.00
79 Wells Fargo funds	0.00	0.00
80 Permaculture UU grant	2158.80	3658.80
81 Funds For the Future	13425.20	2206.45
81a 2017 pledges		8600.00
82 Life and Hope	7715.00	7715.00
83 Spiritual Practice Explor	2436.36	2436.36

TOTAL CHECKING ACCOUNT 54,683.61 88,894.43

INVESTMENT

Wells Fargo Acc't #3605-39446 Balance 9/30/16 - \$ 69,585.35
 Vermont Community Foundation -Balance 9/30/16 \$ 93717.85
 Jantos Fund - Balance 9/30/16 \$ 7913.29

EXPLANATIONS

- (3) Malerich-35, Forster-25, Bryne Foundation-15000
- (4) 9/2017wed-300, 10/22/16 wed-700,Family place-300, Doolittle-75, AA-130, WUHS-150
- (6) 10/16 concert-565 less piano tuning-125, Bookstock-25
- (12) Top soil-140
- (13) Dividend
- (15) Repair sewer line-186.05, Extend parking lot-2410
- (28) 2 mos.service contract -392.76, IT for copier hook up - 288
- (43) K.Fristad
- (70) GF reim for Star Island-100
- (80) Add UUA grant-1500
- (81) Drainage work-7748.75, Paving walkway-2800, robert Black-670

Ann L. Wynia, Treasurer

Minutes of Music & Worship Com. Meeting, Tuesday, November 1

Present: Kathy Astemborski, Shoshana Belisle, Jenny Gelfan, Neil Marinello, Diane Mellinger, Don Ransom. Absent: Jessica Stout

Opening words by JG

Moment of silence

Check in

Minutes from October meeting reviewed and accepted.

We discussed how the services have been going. Richard Waddell's music service was especially well received. The others were also great. Attendance has been good!

Our (MAWC) role in spiritual cohesiveness. Continue the discussion with Shoshana on **Themes** for Sunday services, and agreed on the final version of what we will announce. (In a separate document)

Guest Reflectors: We came up with a short list to ask right away, and hope our themes announcement will bring more to us. Short list: Gwen Groff, Bob Williamson, T. Belisle, Shoshana, Kevin Geiger, Jen Canfield, a tribute to David Budbill, Dov Taylor, Kate Braestrup, Telos Whitfield, Patience Stoddard, Irene Hague. These were assigned, and also everyone on the committee will do outreach to other people. We discussed paying lay reflectors - not in our budget nor ever done historically. We discussed (inconclusively) offering to pay travel expenses. What is our budget and how was it determined and what gets paid out of it - need more info.

Don is continuing to do outreach and schedule service coordinators and is willing to become the committee chairman next year. Jess will continue as secretary and also keep the schedule. Diane will handle the music. Shoshana is now on the committee, and she will continue developing themes and also work on a calendar of significant dates which we should recognize in services, religious and secular. Anne Marinello will be joining us next year. Everyone on the committee will do outreach.

Our next committee meeting will be on Dec. 6 at 5:30. January meeting will be on the 10th, which we think will be committee cafe night, in which case we will meet at 5:15.

Closing circle.

Respectfully submitted,
Jenny Gelfan

Membership November 1st meeting.

Present: Ann, Pru, Joan, Fran + Sherry

Greeters + Altar minders

November

6th G: Pru A: Sharon Blake
13th G: Fran A: Pru
20th G: Joan A: Barbara + Chris Bartlett
27th G: Joanna A: Polly

December

4th G: Fran A: Barbara Bartlett
11th G: Pru
18th G Ann
(No service on Christmas Day)

We discussed the last of the preparations for the Red Flannel Hash dinner.

Changing Geraldine's computer from a PC to a Mac takes time. The directory work is in progress.

Sherry is coordinating drivers for bringing and returning Ginny Christy to church and back.

We discussed a few people whom we noticed haven't been to church in awhile. Notes and phone calls will happen.

The date for the first Circle Dinner is Saturday, January 21st.

Minutes of Welcoming and Engagement Committee 11/10/16

Present:

Rick and Kathy Fiske, Pru Schuler, Barbara Bartlett, Joby Thompson, Polly Forcier

Rick Fiske presented our new schedule at the Committee Cafe Nov. 2.

The Board approved our new sign, "Welcome to North Chapel" and it will be presented at the Nov. 20 service. It will be attached by Rick and Kathy to the church building to the right of the main door.

Linda Galveo is willing to be the contact and scribe of bios of new members which will once again appear in the Quest. Rick will follow up to get names of same.

Rick shared an experience he had with a new visitor while being a "welcomer" outside the church, which affirms that this is an important role.

Potlucks after church will be organized once a month thanks to Pru and Joby. A Sunday is not firmly dedicated yet. The next is the 13th Dec. When Eugene Friesan is here in concert. (ask Richard to delay Amazing Grays like he did last time)

V and Barb will organize a post church "craft project" of fabrics, glitter, glue etc. for anyone who wants to create a little "flag" of gratitude before Thanksgiving. the dates are 20th and 27th November. They will be placed on jute and brighten up the social hall.

New and old ideas for welcoming and engagement of all ages were discussed.

Summer

1. Ice cream picnic on the lawn with "concert" possibly involving young people like WHS or our kids drumming.
2. Continue with our Wed. pizza night. Inclusive of others outside the congregation. Special activity for kids?
3. Mothers' and Fathers' Day (combined) brunch.

Winter

1. Monthly Potlucks
2. Circle dinners, Pru. (First is Jan. 23) (If they extend to May, Bartletts will host when they return).
3. Craft winters. Barbara & V

Some activities could include ideas for children from Geraldine.

Next meeting Dec. 1

Respectfully submitted,

Polly Forcier

SE Weekly Notes as of November 7 2016:

Sunday Nov. 7: CTWK & Angel

Children: 7

Jason CTWK spoke to the congregation and explained the "Holiday Hearts" program in its 18th year with us.

He discussed with the kids how special this program is for families and children in need and more about the act of giving, allowing parents to wrap gifts for their children and not about presents.

The children prepared the hearts and then spent some time helping Jason during social hour as congregation came to pick the hearts.

Sunday Oct. 30: Michael Z. & Geraldine

Children: 8

What a fun, lively group of kids we had on Sunday! Since Michael is new to our SE group, we spent some time getting to know one another, Michael began to teach children about the melodies and sang a few songs together and we even got a little saxophone performance by Michael. The children loved it. We will look forward to continuing to work with Michael and enrich our spiritual lives through music!

Sunday Oct. 23: ArtisTree

Children: 9

Greetings! It was a nice turn out today of SE at Artistree on this first day of light snow! The older CTWKR's (Change The World Kids Rising) learned about leading their younger peers through a group drum session while the latter explored 'spirit' meaning through art. The CTWKR's were surprised how readily a steady rhythm calmed and focused their peers. Their intentional eagerness to learn and take responsibility is wonderful to behold. We hope that they can continue to use the creative process to do so soulfully. Until next time-

Sincerely, Ben & Murray

Sunday Oct. 16: CHaD Heros: Run4Ryland

Children: 6+-

We could not have asked for a better day than Sunday to come together and Run4Ryland at the CHaD Heros Event. We had a number of North Chapel SE kiddos (and parents) participate and it was a great time. Thank you to all who helped make it such a success. The Run4Ryland team raised more than \$10,000 for the Children's Hospital at Dartmouth.